



COMMONWEALTH of VIRGINIA

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COMMISSIONER

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TO: CSB/BHA Executive Directors/CEOs
CSB/BHA Developmental Services Staff
Provider Community

FROM: Heather Norton
Assistant Commissioner, Developmental Services

SUBJECT: Risk Awareness Tool (RAT) and associated training

DATE: June 16, 2020

As a part of ongoing initiatives surrounding the mitigation of high risk health conditions for individuals with developmental disabilities in the Commonwealth, the Department of Behavioral Health and Developmental Services will be requiring the use of a Risk Awareness Tool (RAT) in the process of developing individual supported plans (ISP) for persons with or suspected of having a developmental disability effective 7/1/2020. This tool has been developed in conjunction with input both from the regional community nursing meeting groups and from the DOJ Settlement Agreement's Expert Reviewer. This tool has been designed to increase your awareness of the potential for a harmful event (e.g., bowel obstruction, sepsis, fall with injury, self-harm, elopement, etc.) to occur and to facilitate the process of taking action to reduce and prevent the risk.

There are several associated requirements that will be finalized in the FY21 Performance Contract, which include use and associated documentation of the tool as part of the assessment process.

I am pleased to announce that the associated training on how to use the tool is now available in the Commonwealth of Virginia's Learning Center (COVLC) such that Developmental Disability Directors, case management or support coordination supervisors, case managers or support coordinators, and others can begin to access this training.

A downloadable copy of the Risk Awareness Tool (RAT) is available within the resources tab in the training itself and is also attached to this email in fillable .PDF format. CSBs/BHAs may elect to utilize the fillable .PDF itself, or to incorporate the entirety of the document tool into their electronic health record.

Instructions on how each CSB staff member would access the COVLC are included with this correspondence, labeled “COVLC CSB Staff Account Registration Guide”. Please note the following when accessing COVLC: 1) Internet Explorer is not a supported web browser and the Learning Center recommends the use of Google Chrome, Microsoft Edge or Firefox; and 2) it is imperative that both new and existing users follow all instructions to include entering the name of their CSB/BHA in the “company name” section such that DBHDS can ascertain training compliance for CSB/BHAs. Within the Learning Center, the training itself is titled “DBHDS-Risk Awareness Tool Instructions 2020” and can be accessed by searching any of the following queries: Risk Awareness, Risk, Awareness, Risk Awareness Tool, or Tool.

Thank you,

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